



121A/6A Valuation Liability Form

City of Boston Assessing Department, Room 301
1 City Hall Square, Boston, MA 02201-1050

INSTRUCTIONS

121A corporations have a legal obligation to submit certain annual information to the City of Boston. The following instructions are provided to you as a guideline for the information required. The Assessing Department Valuation Liability Form follows and must be completed by **the first Monday of February 2010**.

If your particular 6A contract calls for more detailed or specific reporting, please comply with the contract provisions and explain in detail as to how you arrived at your computations on the Assessing Department Valuation Liability Form.

DATA REQUIRED

On or before **the first Monday of February 2010** an estimation of the following:

Section A.

Total potential and collected income for calendar year 2009 broken into the following categories as appropriate:

1. Address, total number of units, and or square footage of commercial space in the property.
2. Residential Rent Roll, with size of each residence (e.g., Two bedroom, Studio, etc.). List of tenants by name, address, lease and terms, rent required and other payments required.
3. Subsidies (if applicable).
4. Tax clause payments (if applicable).
5. Commercial Rent Roll and square footage of each tenant.
6. Any additional tenant payments i.e. operating escalation clause, parking.
7. H.U.D. Form 92410 (if applicable).
8. Declaration of Liability Form - Assessing Department (page 2).
9. Authorization disclosure form (page 3).

Before we can give you an estimate of Fair Market Value, **all the information in Section A must be completed and returned to the Assessing Department**, Attn. Richard Cohen. Mr. Cohen can be reached at (617) 635-4260, fax (617) 635-3101, email richard.cohen@cityofboston.gov.



121A/6A CONTRACT: Determination of Taxable Income

Gross Income

- If there is a difference between these two figures, please state below why this difference exists.***

- Residential @ _____ % _____
- Commercial @ _____ % _____
- Subsidized @ _____ % _____

NOTE: Please refer to the 121A contract for percentage rates or other formulas. Also complete the dollar amount of taxable income in the space provided.

3. Return this form to:
- Assessing Department
Attn. Richard Cohen
Chairman Board of Review
Room 301, 1 City Hall Square
Boston, MA 02201-1050

Phone: (617) 635-4260
Fax: (617) 635-3101
Email: richard.cohen@cityofboston.gov

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121A/6A Authorization Disclosure Form

City of Boston Assessing Department, Room 301
1 City Hall Square, Boston, MA 02201-1050

February 10, 2010

State Tax Commission
Department of Revenue
Mr. Patrick Hagar
200 Arlington Street, Room 4300
Chelsea, MA 02150

Gentlemen:

Please accept this letter as authorization to disclose the contents of the Urban Redevelopment Excise Return and attachments of any, of the below corporation for the year 2009 to the Commissioner of Assessing of the City of Boston or his designated Representative either Richard A. Cohen or Robert T. Walthall.

Very truly yours,

Richard A. Cohen
Chairman, Board of Review

Name of Corporation: _____

Signature: (Signature required) _____

Title: _____

Date: (m/d/yy) _____